

Approved by:
The Chairman of PCK
/signed/ V.S. Shkolnik
“__” ____ 2019

REGULATION

on Youth Department, Pugwash Committee of Kazakhstan

1. General provisions

- 1.1. Youth Department (hereinafter – Department) Pugwash Committee of Kazakhstan (hereinafter – the Committee) is a structural subdivision of the Kazakhstan National Academy of Natural Sciences (hereinafter KazNANS) established for development and strengthening of international scientific relations between students, young scientists, specialists of institutions under scientific and methodological supervision of KazNANS, other scientific organizations, higher educational institutions of the Republic of Kazakhstan and international non-governmental scientific organization “Pugwash movement” (Pugwash Conferences on Science and World Affairs) and International Student/Young Pugwash.
- 1.2. The Department is not a legal entity, is attached to the Committee and acts as an Advisory body of the Committee.
- 1.3. In its activity, the Department is guided by Constitution of the Republic of Kazakhstan, legislation of the Republic of Kazakhstan, Regulation on the Committee, Resolutions of the Committee, Orders of the Committee, constitutional and policy documents of the Pugwash movement of scientists and International Student / Young Pugwash and this Regulation.
- 1.4. Members of the Department should be citizens of the Republic of Kazakhstan not older than 35 years of age, studying on specialist's programs, or carrying out scientific and educational work in scientific and higher education institutions, recognizing the Charter of the KazNANS, the Regulations on the Committee and this Regulation and sharing the goals and objectives of the Pugwash movement and International Student/Young Pugwash.
- 1.5. Members of the Department shall not be entitled to speak on behalf of the Committee without approval of the Chairman or Vice-Chairman of the Committee and shall participate in the work of the Department in their personal capacity.
- 1.6. The Department operates in cooperation with the Committee and International Student/Young Pugwash. The Department, in coordination with the Committee, interacts with KazNANS, KazNANS’s science subdivisions, national scientific boards, higher education institutions, as well as with Pugwash movement of scientists and national Pugwash committees of other countries.

- 1.7. The Department carries out information interaction with state foreign institutions, organizations, mass media within its competence.
- 1.8. The Committee shall provide necessary assistance to the Department, contribute to the financial, technical, organizational and information support of the activities of the Department.
- 1.9. Official name of the Department:
 - in Kazakh: Қазақстанның Пағуош комитетінің жастар бөлімі;
 - in Russian: Молодежное отделение Пагуошского комитета Казахстана
 - in English: Kazakh Student/Young Pugwash.
- 1.10. Location of the Department - Nur Sultan city.
- 1.11. Activities of the Department are coordinated by Scientific Secretary of the Committee.
- 1.12. Regulation on the Department and any amendments thereto shall be approved by the Presidium of the Committee upon recommendation of the Chairman of the Department, agreed with Scientific Secretary of the Committee.

2. Main areas of activity

In accordance with its main tasks, the Department:

- 2.1. within its competence, contributes to achievement of the main objectives and implementation of the main activities of the Committee;
- 2.2. participates in preparation, arrangement and holding of events of the Committee and International Student/Young Pugwash;
- 2.3. approves the subjects of the reports and personal composition of Department's events;
- 2.4. maintains correspondence on all issues related to the competence of the Department;
- 2.5. in consultation with the Committee, recommends representatives of the Department to the governing bodies of International Student/Young Pugwash;
- 2.6. organizes and coordinates scientific and information cooperation of students, young scientists and specialists in the main activities of the Department;
- 2.7. promotes the establishment and development of communication of Kazakhstan scientific organizations, higher education institutions and individual young scientists with Department and International Student/Young Pugwash;
- 2.8. promotes the exchange of scientific literature and information with members of International Student/Young Pugwash;
- 2.9. informs the Committee, as well as interested agencies and organizations about decisions of the Department and held Department events, about activities of International Student/Young Pugwash, submits the reports of Department members and materials of Department events to the Committee;
- 2.10. promotes the activities of the Pugwash movement of scientists and International Student/Young Pugwash

3. Rights

The Department may in coordination with the Secretary of the Committee and in accordance with the established procedure:

- 3.1. make suggestions and recommendations to the Committee, including suggestions and recommendations regarding the plan of activities of the Committee;
- 3.2. participate in the activities of the Committee, Pugwash movement of scientists and International Student/Young Pugwash;
- 3.3. participate in organization and holding of international, national and regional conferences, symposiums, readings, seminars, round tables, visits of foreign delegations and individual scientists, as well as memorial and anniversary events within the main activities of the Committee and the Department;
- 3.4. arrange lectures of Committee members, Department members, other scientists and specialists for students and young scientists;
- 3.5. have a relevant section on the official website of the Committee in "Internet" information and telecommunication network;
- 3.6. participate in arrangement and holding of video conferences and other events and projects using "Internet" information and telecommunication network;
- 3.7. engage in scientific-editorial and scientific-publishing activities of the Committee;
- 3.8. request abstracts and texts of reports prepared for presentations at conferences and other events held by the Committee, the Department, the Pugwash movement of scientists and International Student|Young Pugwash from Committee members, Department members, certain scientists and specialists;
- 3.9. To recommend Department members, other young scientists and specialists for awarding of certificate of honor, diplomas and letters of appreciation of the Committee.

4. Department activities

The Department carries out its activities:

- 4.1. Through consideration of relevant issues at its meetings;
- 4.2. Through participation in arrangement and holding of scientific international, national and regional events (conferences, workshops, schools, symposia, seminars, meetings, round tables, visits of foreign delegations and certain scientists), commemorative and memorial meetings, as well as conferences and other projects using the "Internet" information and telecommunications network, and compliance of Department members with decisions of the management and secretary of the Committee, orders of Department Chairman.
- 4.3. Meetings of Department shall be held as necessary, but at least once a year.

- 4.4. The Department is entitled to consider issues and take decisions if at least half of its members are present at the meeting; Decisions of the Department shall be taken by a simple majority of votes, by open voting and shall be specified in the Minutes signed by the Chairman and the Secretary of the meeting.
- 4.5. Governing body of the Department consisting of the Chairman, Vice-Chairman and Secretary of Department shall manage the work of the Department during the period between its meetings.
- 4.6. Allocation of duties between the Chairman, the Vice-Chairman and the Secretary of the Department shall be carried out by the Chairman of the Department by agreement with the Secretary of the Committee.
- 4.7. The Department shall keep operational interaction with management of the Committee, International administrative office of the Pugwash movement of scientists, Executive Board of International Student/Young Pugwash, National Pugwash Committees of other countries, other institutions and organizations, mass media in accordance with established procedure on issues related to the competence of the Department.
- 4.8. Meetings of the Governing body of Department shall be held not less than once per quarter and is entitled to consider matters within its competence, and make decisions if at least half of the members are present at the meeting; Decisions of the Department shall be taken by simple majority of votes, by open voting and shall be documented in Minutes signed by the Chairman and Secretary of the Department.
- 4.9. Members of the Committee, as well as scientists and other specialists, including young people who are not members of the Committee and the Department, may be invited to meetings of the Department and the governing body of the Department.
- 4.10. The meetings of the Department and the governing body of the Department can be held in the form of video conferences using the technical capabilities of the "Internet" information and telecommunication network.
- 4.11. The Department shall annually, in accordance with established procedure, submit proposals for Committee's work plan for the coming year and the activity report for the current year to be approved by the management of Committee.

5. Composition and structure of the Department

- 5.1. The Department consists of a Chairman, a Vice-Chairman, a Secretary and members of the Department.
- 5.2. Chairman of the Department is approved by the management of Committee upon recommendation of the Secretary of the Committee. The Chairman of the Department is approved by a member of the Committee as per decision of the Presidium of KazNANS in accordance with established procedure.

- 5.3. The Chairman of the Department represents the Department in the Committee and In international Student/Young Pugwash.
- 5.4. The composition of Department is approved by the management of the Committee upon recommendation of the Chairman of Department, agreed by Secretary of the Committee, for a period of three years. By the decision of Chairman of the Committee, term of office of Department may be extended after expiration of a three-year term, but not more than one year. Any changes in composition of the Department shall be approved by the management of the Committee upon recommendation of the Chairman of the Department, agreed by the Secretary of the Committee.